

PARENTS & FRIENDS ASSOCIATION



Bunbury Catholic College

MINUTES OF MEETING 28 February 2022

Held via Zoom

MEETING OPENED: 6.30 PM

OPENING WELCOME & PRAYER: Alan Buckley

ATTENDEES: Alan Buckley (President), Lisa Emerson, Amelia Harrington, Teena Manning (Treasurer), Adriana Palermo, Edwin Payapag, Michael Pepper (Principal), Gilbert Tarupuwa, Anthea Turkington (Secretary), Kate Turner, Lara Woods, Matt Young Quorum

APOLOGIES: Janine Lanigan, Michelle Patane-Dillon, Carmela Spinelli, Megan Turpin

1. INTRODUCTIONS & SUMMARY OF 2021

We started the first meeting of the new year by introducing ourselves and the people that currently fill the various P&F positions before the rest of the meeting attendees were introduced. A summary of the various items the P&F has purchased over the last year was presented and our fundraising activities were explained for new parents.

Kate Turner has generously nominated to continue as our representative to the BCC Board. No nominations for the position of Vice President have been received.

Motion: That Kate Turner fill the position of Board Representative for the 2022 school year.

Moved: Alan

Seconded: Anthea

Approved: unanimous

2. MINUTES OF PREVIOUS MEETING:

Motion: The minutes of the previous meeting of the BCC P&F held on 25 October 2021 were accepted.

Moved: Teena

Seconded: Alan

Approved: unanimous

3. BUSINESS ARISING FROM PREVIOUS MINUTES:

1. Outdoor table tennis tables – The College has approved of the aluminium proto-type constructed by inmates of the Bunbury Regional Prison. This is valued at \$1,300 and, once paid for, will be sent to Bunbury Powder Coaters for completion. Powder coating has been quoted at \$200. Thank you to BCC parent Neal MacQuarie for his great effort in driving this project.

All agreed that at \$1,500 this was significantly better value than the first quote received of \$8,000 and therefore that purchase of five table tennis tables to fulfill the 2021 student wish list would be supported by the P&F.

Motion: That the BCC P&F provide up to \$7,500 for the purchase of five outdoor table tennis tables to be installed outside at various locations on the College grounds.

Moved: Lisa

Seconded: Kate

Approved: unanimous

3. CORRESPONDENCE IN:

Email from CSPWA regarding P&F induction evening held in Perth on 17 Feb 2022

Welcome back email from Don Punch

Don Punch invitation to Xmas Morning Tea

Athlete's Foot emails re reward program

CORRESPONDENCE OUT:

Thank you card to Marlene Leemeyer for her tireless efforts in managing the second-hand book sale for the P&F

Alan replied to Don Punch's welcome email

4. REPORTS:

4.1 PRINCIPAL'S REPORT (Attached):

- ❖ Although Parent Information Evenings were cancelled due to COVID restrictions, all information is now up on seqta for each year group.
- ❖ Final week of Year 10 & 12 sessions of Teen Mental Health First Aid completed this week and The Resilience Project commencing next week.
- ❖ A parent focused version of the Teen Mental Health First Aid has been arranged and will run on Tuesday 15 and 22 March at the Dolphin Discovery Centre for \$150 per person.
- ❖ Fabulous achievements by 2021 graduates have been acknowledged. High achievers from that group have talked to the upper school students and their speeches recorded.
- ❖ Results of survey of parents, staff and students back in term 3 of 2021 about the culture of the College have been returned. 237 parents completed the survey along with 70 teachers and 725 students. First year that BCC has undertaken this survey conducted by Curtin.
- ❖ Parent feedback mostly very positive. Running Steam Brains and the academic enrichment programs, together with upgrades of the College buildings under the Masterplan approved at the end of 2021, will assist with provision of a stimulating and challenging school environment.
- ❖ Students reported high levels of peer connectedness, clear understanding of rules and most reported that they always feel welcomed. College to focus on making the students feel safe to report unsafe activities/behaviours and seek help when needed.

4.2 PRESIDENT'S REPORT:

- ❖ Alan attended the Year 7 Introduction Evening where he invited everyone to attend P&F meetings.
- ❖ The P&F had hoped to arrange a Family Fun Day for May, but updated COVID restrictions mean that it has been postponed until the State Government allows parents and families back on school grounds. We need to form a sub-committee in order to progress the organization of this. Please email Alan if you are interested.

4.3 TREASURER'S REPORT (Attached):

4.3.1 Art Extraordinaire budget request

- ❖ \$48,900 worth of art was sold at the 2021 Art Extraordinaire.
- ❖ Extra costs compared to previous years due to website development and merchant fees from the payment systems we used (which did make things easier for exhibition attendees and art buyers).
- ❖ The Art Ex subcommittee would like to request a higher budget than last year. Funds are needed to improve and streamline the website (up to \$3,500 needed) and think that further investment in targeted advertising will increase community attendance (\$8,250). The white plinths that display the 3d art items like pottery and glassware desperately need replacing with more substantial material that core-flute that was trialled in 2021 and new lighting is also required to better illuminate artworks.
- ❖ Account Balances (see attached report for more details):
 - General Account \$ 59,030
 - Art Extraordinaire Account \$ 45,643
 - **Total balance \$ 104,674**
- ❖ The P&F currently has about \$53,200 of uncommitted funds in its accounts with income from second-hand book sales still to come.
- ❖ Alan reminded us that the Art Extraordinaire is no longer just a fundraising activity for the P&F, its success has made it become a highlight of the Bunbury social calendar.

Motion: That the BCC P&F provide a budget of up to \$13,220 to assist with organising, promoting, setting up and running the 2022 Art Extraordinaire exhibition to be held 14-16 October 2022. Budget items listed as per table below:

Art Extraordinaire 2022 Budget Request		
Marketing		
Signage on 6 free locations	\$ 1,000.00	Produce additional 3 signs + amending existing 3 signs + hall sign
Or Paid Electronic Billboards	\$ 2,000.00	1 sign on Spencer St and 1 sign on the corner of King Rd (near the College).
Website	\$ 3,500.00	Fixing any bugs and streamlining artist registrations
Facebook	\$ 500.00	
Newspaper ads	\$ -	College to pay?
Radio	\$ 1,000.00	Optional
Print	\$ 250.00	Posters/flyers
	\$ 8,250.00	
Bar		
License	\$ 120.00	
Stock	\$ 2,000.00	
	\$ 2,120.00	
Catering		
Food	\$ 1,000.00	
Fridge Hire	\$ 300.00	
Misc Plate Serviettes	\$ 50.00	
	\$ 1,350.00	
Sales		
Plinths	\$ 1,000.00	
Lighting	\$ 500.00	
	\$ 1,500.00	
Total Requested Budget	\$ 13,220.00	

Moved: Alan

Seconded: Kate

Approved: unanimous

4.3.2 Change of auditor

- ❖ 2020 audit has finally been completed by AMD at a cost of \$1,400. This allowed Teena to lodge our ACNC report to be lodged.
- ❖ Teena had to chase AMD up numerous times for that audit, which resulted in us being very late for the ACNC lodgement (due June 30 each year). David Payne, a semi-retired accountant, has provided a quote of \$900 to audit our accounts.

Motion: That the BCC P&F change auditors for the 2021 financial audit to Mr David Payne.

Moved: Teena

Seconded: Lisa & Adriana

Approved: unanimous

4.4 BOARD REPRESENTATIVE REPORT (Attached):

- ❖ First meeting of 2022 was held last week – where David Emerson was welcomed and committee positions were established.
- ❖ Capital planning and future federal government funding changes were discussed.
- ❖ Principal and Bursar will attend meeting with Catholic Education Office next week to discuss effects of the 12 % decrease in Commonwealth funding in 2024 – especially on capacity to service loans for the building programs planned to commence next summer.

5. GENERAL BUSINESS:

5.1 Parent Teen Mental Health First Aid Course

A two-day course for parents has been offered by Mrs Romy Pritchard, the deliverer of the Teen Mental Health First Aid course. The venue will be the Dolphin Discovery Centre and the cost for each participating parent will be \$150 depending on numbers. P&F members would like to support families by paying for the venue hire.

Motion: That the BCC P&F pay up to \$500 towards the cost of hiring the venue to deliver the Parent Teen Mental Health First Aid course in 2021.

Moved: Teena

Seconded: Adriana

Approved: unanimous

5.2 Advertising of canteen roster

It was suggested that canteen staff might get a better response to their calls for volunteers if the roster was placed on the BCC facebook page.

Action: Kate to send information to Michael who will pass it onto Beth Ferguson so that this can be done.

5.3 Parent-Teacher meetings this term

Parent-teacher interviews will not be conducted face to face or via zoom. Instead, the meetings will be via telephone in 10-minute timeslots. Interim reports will be available for all students by the end of Term 1.

5.4 Will there be a student wish-list this year?

Yes, the Council of Student Leaders will meet to consider their wish list for 2022

CLOSING PRAYER: Michael Pepper

OPENING & CLOSING PRAYER NEXT MEETING: Lisa Emerson

NEXT GENERAL MEETING: 6.30 pm, Monday 9 May 2022, venue tba

MEETING CLOSED: 7.50 PM